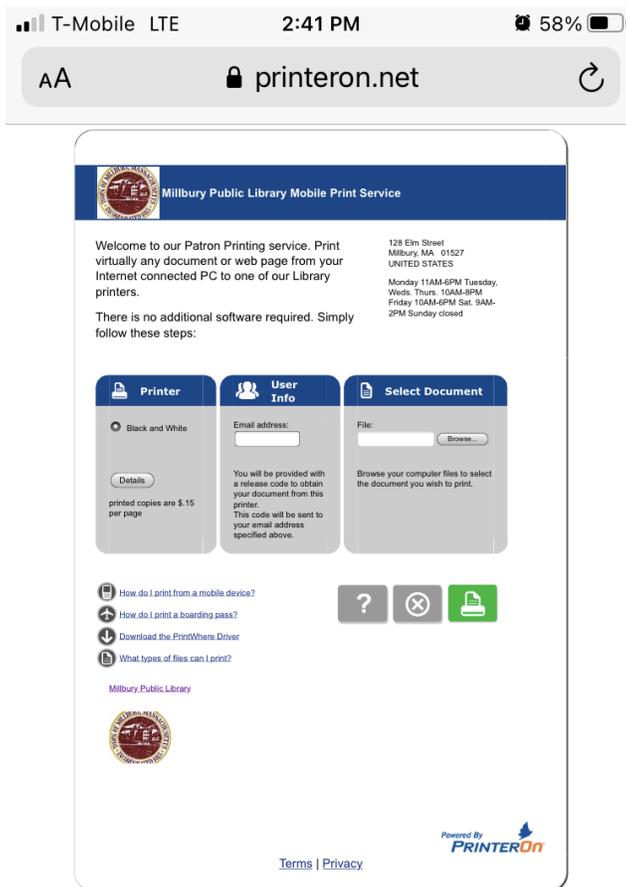


Mobile Printing - Cellphone

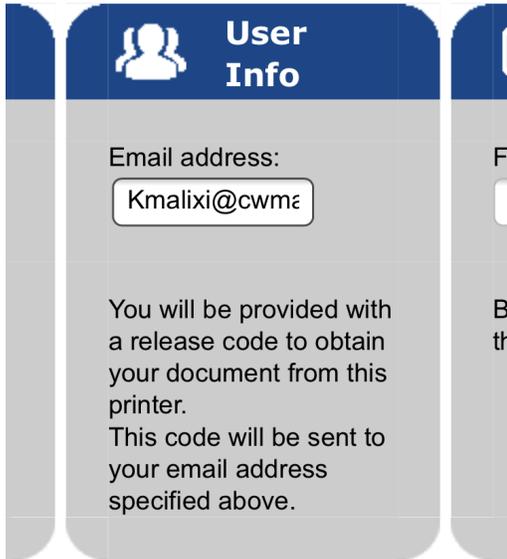
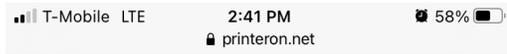
There are two options for mobile printing from your cell phone. First, you can follow the link on the library's page or you can download the app "PrinterOn." Below are instructions for both.

Cell Phone - Using Browser and Web Link

1. Click the link on the library's website - https://www.printeron.net/system/printspot/interface/select_file.jsp?url=ml/millbury&protocolSwitched=true which will take you to the website below:



2. Enter your email address.

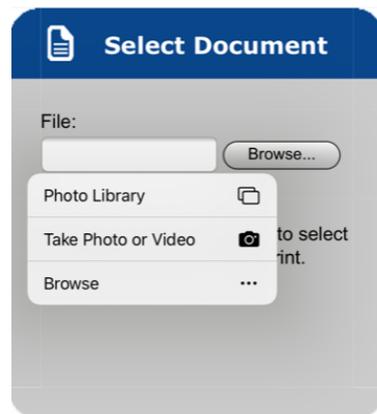


[mobile device?](#)

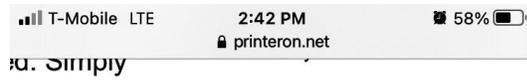
[link page?](#)



3. Select the item you would like to print from your photos or document files This may vary by phone.

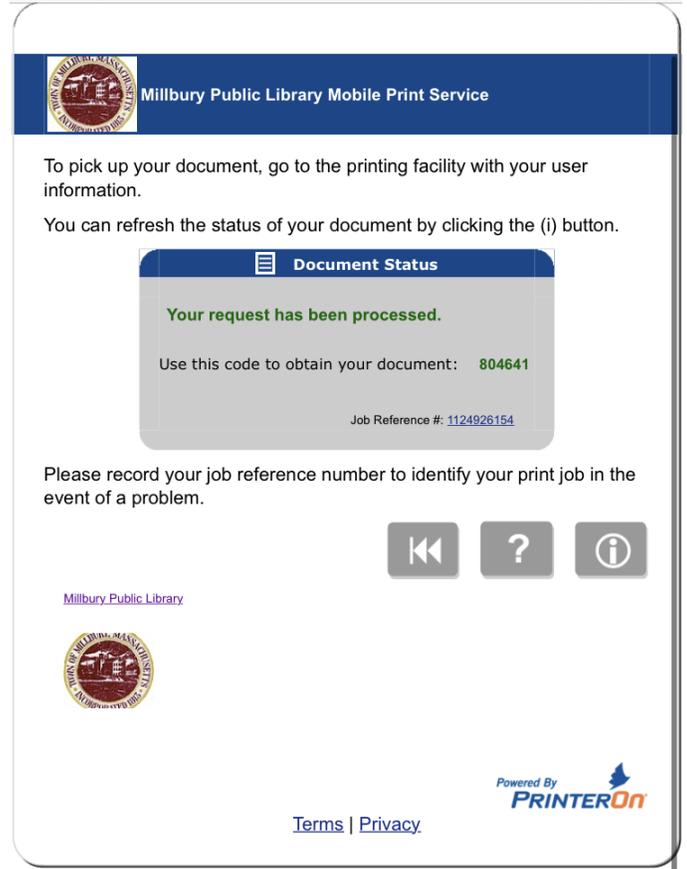
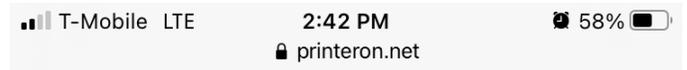
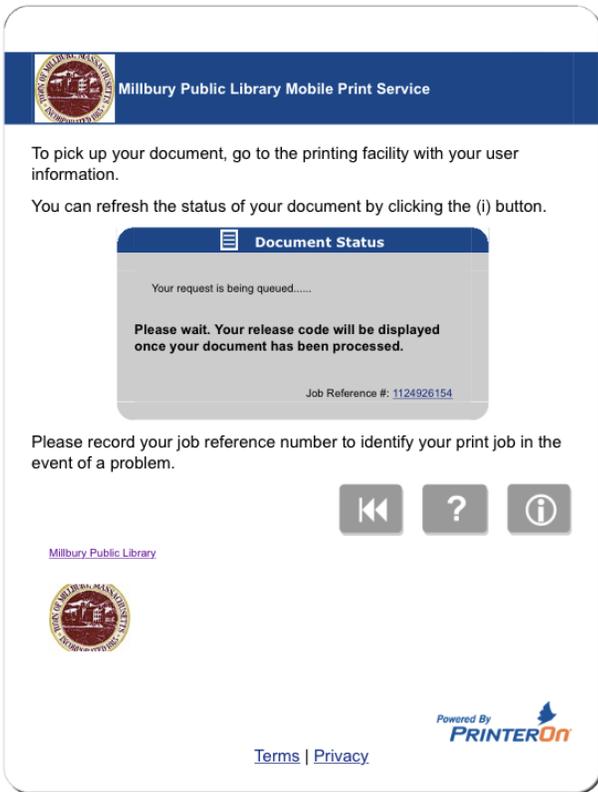
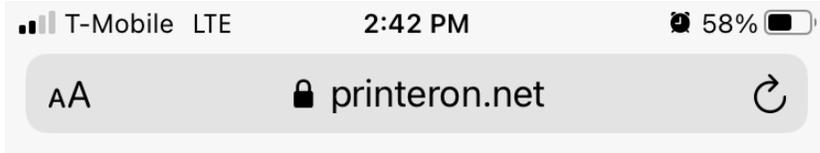


4. Once you have selected a file, click the green printer button.



5. A new screen will appear, telling you your request is processing. Once the print has been sent, you will get a confirmation page and a confirmation email. It will provide a release code. Though it is unlikely we will need this code, please bring this number with you in case any issues arise with the print queue system.

NOTE: Prints will only stay in the queue 4 hours before they are deleted. Please come to the library to pick up your print in this time frame.



no-reply@printspots.com 2:24 PM
To: Kaitlin Malixi >

Release Code for 'tails-and- tales-thank-you-color.docx'

Please use the information provided below
to release your print job.

Job Details for Printer : mil-
millbury-1

Document: 'tails-and-
tales-thank-you-
color.docx'

Privacy Release Code: 765560

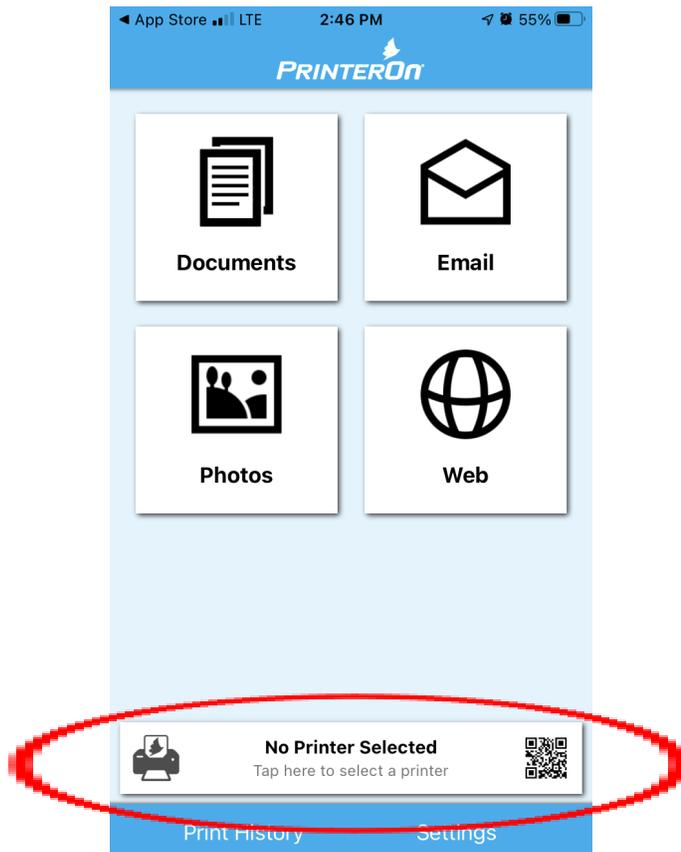
Pages: 1

Cell phone - Using PrinterOn App

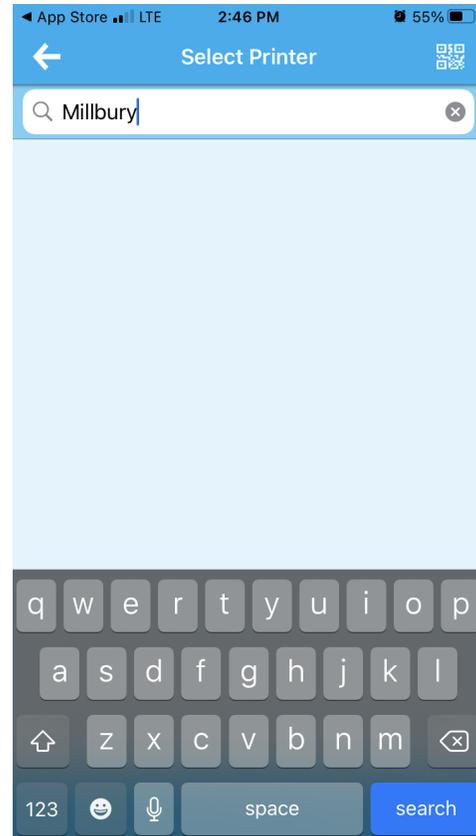
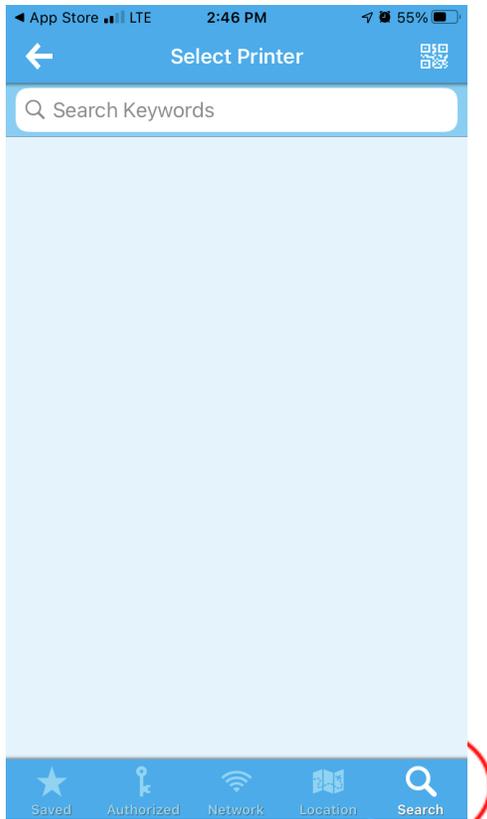
1. Visit the app store on your phone (App Store for iPhone; Google Play for Android, etc) and search for "PrinterOn." Download the app.



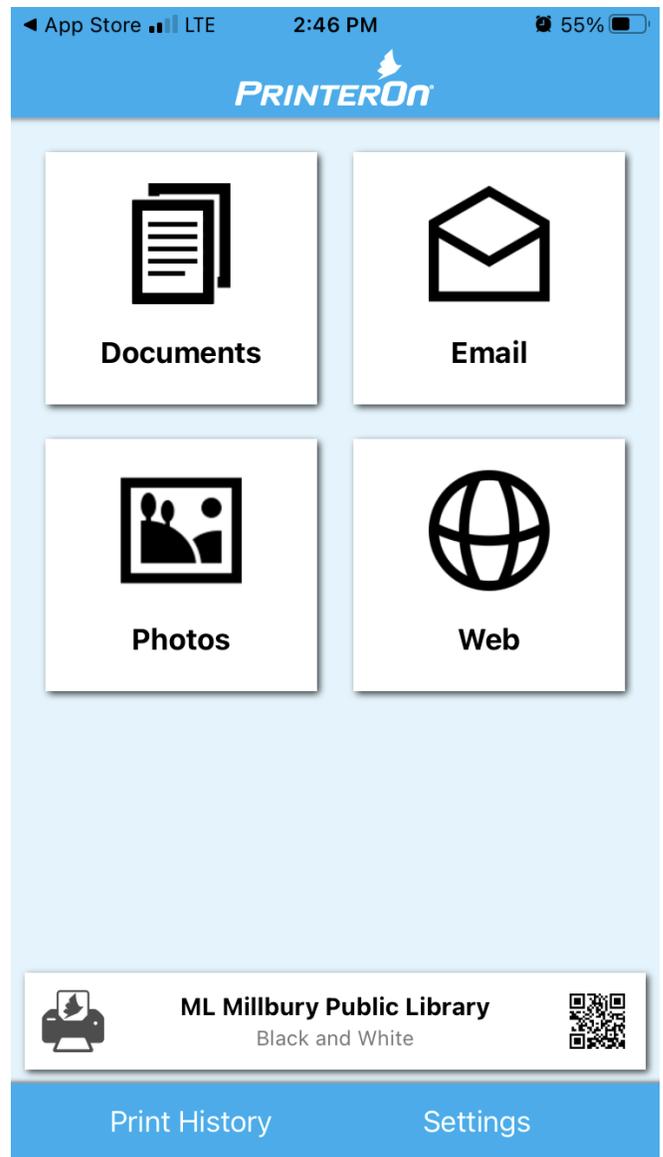
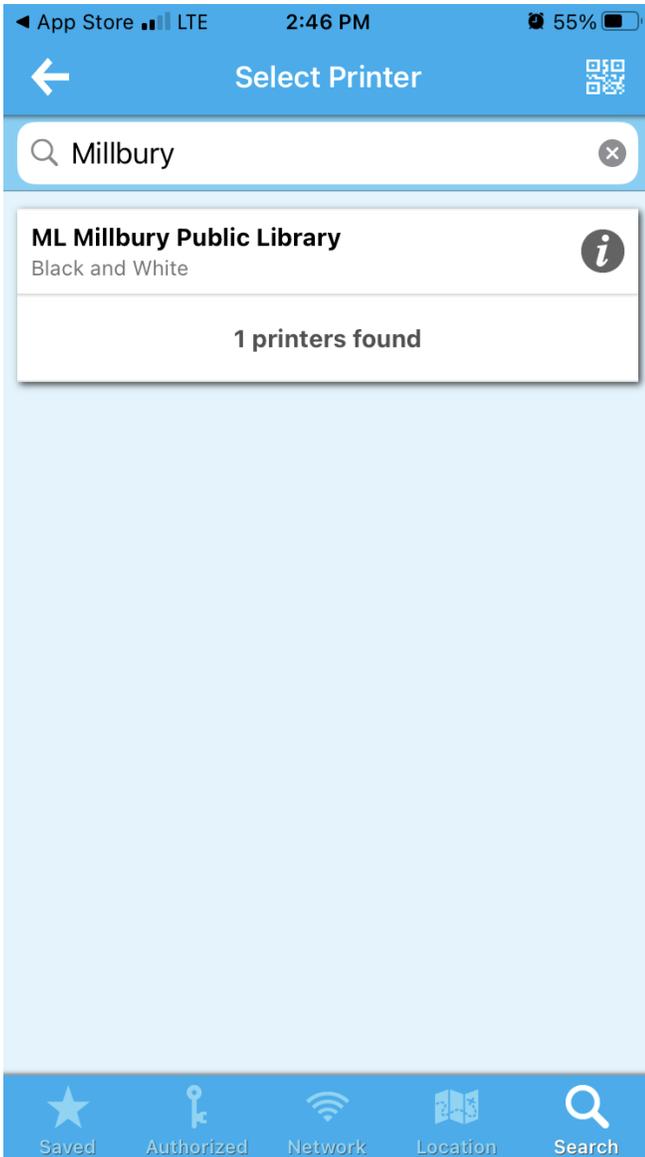
2. Once you have downloaded the app and opened it, the following screen will appear:



3. Click on the bottom of the screen where it says “No Printer Selected.” This will bring you to the screen pictured below. Select the search function in the lower right corner. Search for “Millbury.”



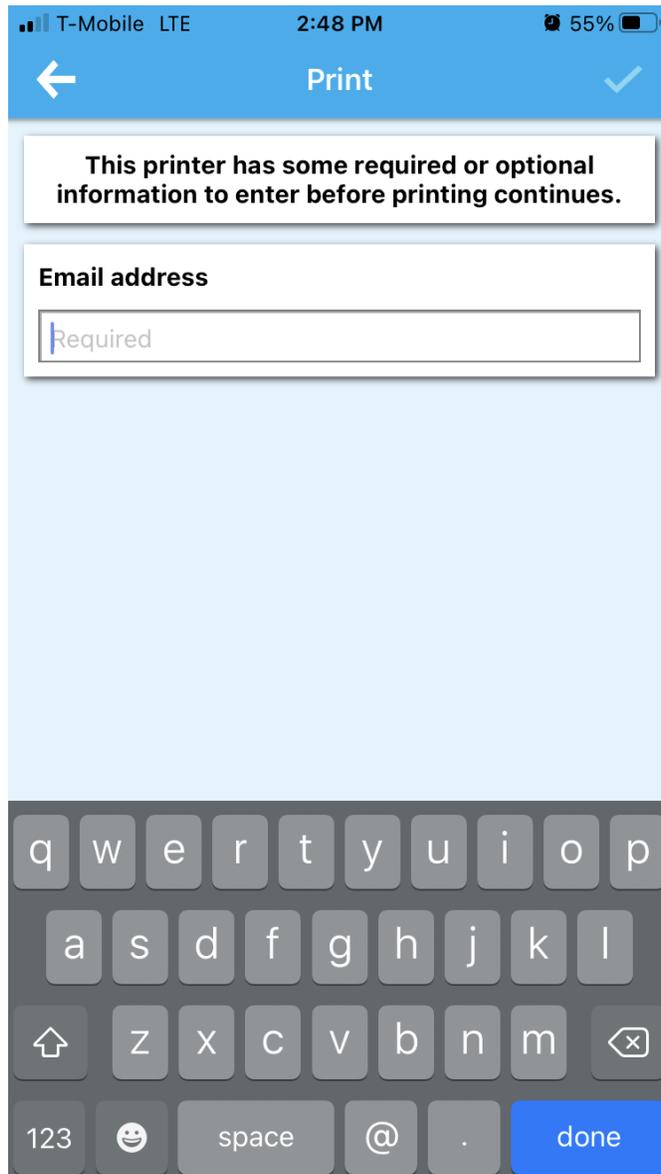
4. After you click search, the following screen will appear. Select “ML Millbury Public Library.” This will return you to the initial screen. From here, you can select documents and images from your phone or the internet. **NOTE: Some email servers will block the app from accessing information on your phone, and you may need to download documents from your email before printing.**



5. Once you have selected the type of file you wish to print, the following screen will appear: (This example shows a preview when “document” is selected.) Click the green print button.



6. A new screen will appear and you will be asked to enter your email address.



7. After you have entered your email address, the app will alert you that your request is processing. Once the print has been sent, you will get a confirmation in green and a confirmation email. It will provide a release code. Though it is unlikely we will need this code, please bring this number with you in case any issues arise with the print queue system. **NOTE: Prints will only stay in the queue 4 hours before they are deleted. Please come to the library to pick up your print in this time frame.**

